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February 19, 2002

Dear Plan Administrator:

RE: UPDATED INFORMATION ON THE FINANCIAL REPORTING FORMS

The Department of Managed Health Care ("Department") made additional changes to the financial reporting forms. Please note that the following information is for financial reporting only. This process is separate from the e-filing/licensing requirements.

The revised reporting forms (revision 2/13/02) have been posted to the Department's web site: www.hmohelp.ca.gov/hpp/memos. The following changes have been made:

- Report #3 Statement of Cash Flows (Direct Method) – Line 40 should be the sum of Lines 30 and 39. The formula has been changed on the monthly and quarterly reporting forms. No change was necessary to the annual reporting form.
- Report #3 Statement of Cash Flows (Indirect Method) – The title "Details of Write-Ins Aggregated at Item 33 for Cash Flow Provided by Investing Activities" has been changed to "Details of Write-Ins Aggregated at Item 33 for Cash Flow Provided by **Financing** Activities". The change was made to the monthly, quarterly, and annual reporting forms.
- The titles of the reporting forms have been changed from "Monthly, Quarterly, or Annual Reporting Forms" to "Monthly, Quarterly, or Annual Financial Reporting Forms".

The Electronic Filing Signature Verification Form for financial reporting has also been posted to the Department's web site: www.hmohelp.ca.gov/hpp/memos/. For those plans that have submitted the Electronic Filing Signature Verification Form, the web portal address, user id, and password will be sent during the week of February 18, 2002. We will be sending the web portal information to the chief financial officer, listed on the Electronic Filing Signature Verification Form.

If you have any comments on the reporting forms or additional questions regarding the meeting, please call or email.

Sincerely,

Michelle Yamanaka
Financial Examiner
Division of Financial Oversight